

**MILTON NORTH CAROLINA TOWN HALL/TDH**

**Tuesday March 14, 2023---7:00 PM. Minutes**

**Town Hall Hours: Tuesdays 9:00 am.-5:00 pm.**

**Thursdays- 4:00 pm.-7:00 pm. Payments Only**

**CALL TO ORDER:**

**Mayor Patricia Williams** called meeting to order at 7:00 pm

This meeting is being recorded and I (Mayor Patricia Williams) would like to remind you for **Public Comments** please call Town Hall at 336-234-0030 by 2:00 p.m. on the Tuesday the day of the Town Meeting and leave your name, address, and your reason for Public Comments.

**PLEDGE OF ALLEGIANCE:**

- **Mayor Patricia Williams** asked everyone to please stand for the Pledge of Allegiance.

**PRESENT:** Mayor Patricia Williams, Shirley Wilson, Town Clerk, Commissioner Cathia Stewart; Commissioner John Wallace Jr.; Commissioner Valerie Sottile; Commissioner Sherri Garrard. Sharon Williams, Finance Officer

**ABSENT:**

**APPROVALS:** **Mayor Patricia Williams** called for approval of the **March 14, 2023**, Agenda.

**Commissioner Valerie Sottile** motioned to approve the March 14, 2023, Agenda. **Commissioner John Wallace Jr.** seconded the motion. All were in favor. **Mayor Patricia Williams** asked for the approval of the **February 07, 2023**, Minutes. **Commissioner Valerie Sottile** motioned to approve the February 07, 2023, Minutes.

**Commissioner Cathia Stewart** seconded the motion. All were in favor. **Mayor Patricia Williams** asked for the approval of the Closed Meeting Minutes for January 10, 2023. **Commissioner John Wallace** motioned to approve the Closed Meeting Minutes for January 10, 2023. **Commissioner Sherri Garrard** seconded the motion. All were in favor.

**MAYOR REPORT: Mayor Patricia Williams**

- ✚ On Wednesday February 15, 2023, at 1:30 I (Patricia Williams) attended a Zoom meeting held by the Piedmont Triad Rural Planning Organization. The Update from DOT for Caswell County is highway 86 will be widened with a center turning lane. Work is scheduled to begin sometime in 2023.
- ✚ The 2022 Consumer Confidence Report sent out by the department of Environmental Qualities shows the states assessment of the drinking water source in the Town of Milton. It was mailed out in the March Water Invoice. Please look out for the report if you do not receive one, please stop by Town Hall and pick one up.
- ✚ The LED lighting that was approved at the January Town meeting has been installed on Community Circle. The residents living on Community Circle are very appreciative for lighting up the cul-de-sac.
- ✚ On Thursday February 16, 2023 a joint Commissioners meeting was held at Co-Square in Yanceyville North Carolina hosted by the County Commissioners. The Town of Yanceyville was present along with Milton Town Board **Commissioners Cathia Stewart, Commissioner John Wallace, Commissioner Valerie Sottile, Town Clerk Shirley Wilson** and myself (**Mayor Patricia Williams.**) Many items were discussed including the Farmer's Market moving in front of the Pavilion located in Yanceyville. Opening day is April 20, 2023, from 4:30-6:0 p.m. and every Thursday thereafter. July 4, 2023 celebration will be on June 30, 2023.

- ✦ Flushing of the Milton pipes and fire hydrants will be done on March 27, 2023.
- ✦ The state of North Carolina will be closing on the Thomas Day House Museum in April 2023 and will be taking over the building. Please have all personal belongings out of the building by the beginning of April.
- ✦ The Town of Milton has been very supportive of the Milton Heritage Trail. I (Mayor Patricia Williams) would like to congratulate the committee for receiving a \$25,000.00 Grant from Danville Regional Foundation Make It Happen Grant to continue working on the Trail.

**STAFF REPORTS: Sharon Williams Presented the General Fund through February 2023 Target was 67%. Sharon Williams stated our Revenue was 64% and Expenditures at 65%. Revenue year to date was \$55,536.00 and Expenditures \$43,120.00. Interest for the General Fund was \$1.00. Water Sewer Fund through February 2023, Revenue is at 60% below target. Expenditure is at 67%. General Fund Reconciliation: February 2023, was down \$8,294.00. Water Sewer Fund at the end of February 2023, expenses were \$9,600.00 North Carolina State Capital SCIF Fund \$50,275.00. Our North Carolina Capital Management Trust Account (ARP) was at \$47,655.00. North Carolina Capital Management Trust at the end of February 2023 \$127,376.00. Bank Statements attached. (Averaging over \$400.00 month) Question about Dues and Permits. (Legal Municipalities) Has hired an outside contractor that completes some of these jobs and this is why expenses are up. (Discussion) Repair and Maintenance. February 2023 Down less than 10,000.00 which is need. ARP Funds has to be determined by 2024 and used by 2026 or they will go back to the Federal Government.**

**PUBLIC COMMENTS: N/A**

**OLD BUSINESS: Commissioner Valerie Sottile and Commissioner Sherri Garrard**

- ✦ Commissioner Sherri Garrard shared an outline of what she and Commissioner Valerie Sottile had researched. The Commissioners and Mayor Patricia Williams will review and make recommendations at the April 2023 meeting. Outline will be attached to minutes. Commissioner Valerie Sottile stated the Heritage section pictures will be inserted for all the historic Treasures in town. Discussed the line items and government information. Discussion about historic homes and churches. Discussion: Found a website for Miltonnc.org with all of the board members pictures on it.

**NEW BUSINESS: Mayor Patricia Williams**

- ✦ Mayor Patricia Williams: We will need to vote on and give approval to add the following list as voting seats to EDC: Chamber of Commerce; PCC; AG Extension; Caswell Health Collaborative Mayor Patricia Williams explained. Commissioner Cathia Stewart motioned to accept the above names to be added as a voting member represented on the EDC board, seconded by Commissioner John Wallace. All were in favor.
- ✦ We were contacted by Representative Renee Price about setting up a meeting to discuss concerns and issues the Town of Milton has. Shirley Wilson responded back but we have not received any other information about a date. The Commissioners listed items of concerns: Failing Infrastructure; Speeding traffic through town; Food Insecurities; Sharing the Comprehensive Plan with her; How does Milton find out when Caswell County gets money; Law Enforcement; (Discussed) and Redirecting truck traffic.
- ✦ Request for Qualifications sent out with a due date of March 17, 2023. Heard back from two, not with their application, but with some questions. Explained when we get the applications back, (Discussed) we need some people to evaluate them. John Wallace and Shirley Wilson agreed to look them over.
- ✦ New Business Application: (Old Tap -N- Dye) All in the Family Grill and Mini Mart Six days a week closed on Sunday's and will be open from 6:00 am -9:00 pm. Breakfast-Lunch and Dinner. The building is being remodeled. It was motioned to approve the New Business Application by Commissioner Sherri Garrard and seconded by Commissioner Valerie Sottile. All in favor.

**Two Policies:** Mayor Patricia Williams

- ✚ **Approval of Eligible Use Policy for the Expenditure of ARP Funds monies (\$46,000.00)** Explained by Mayor Patricia Williams. **It was motioned to approve the Eligible Use Policy by Commissioner John Wallace and seconded by Commissioner Sherri Garrard. All in favor. Passed around to be signed.**
- ✚ **Approval of Conflict-of-Interest Policy Applicable to Contracts and Subawards: (Explained)** There will be one person as a point of contact. **Sharon Williams** will be that person. It was motioned to **approve the Conflict-of-Interest Policy Applicable to Contracts and Subawards by Commissioner John Wallace and seconded by Commissioner Valerie Sottile. All in favor. Passed around to be signed.**
- ✚ **Discussion on the Cedar Cemetery:** Explained by Mayor Patricia Williams and after discussion on whether to give or sell the cemetery to the Woman's Club. It was motioned by **Commissioner John Wallace to approve selling the lower track of the cemetery to the Woman's Club for \$1.00 so they can maintain it and take down the fence. The motion was seconded by Commissioner Cathia Stewart. All were in favor.**
- ✚ **Mayor Patricia Williams** asked for a motion to go into a **Closed Meeting NCGS 143-318.11(6) To consider the performance of an individual employee.** It was motioned by **Commissioner John Wallace and seconded by Commissioner Valerie Sottile. All were in favor. Time 8:43 p.m.**
- ✚ **Motion to come out of the Closed Meeting:** It was motioned by **Commissioner Sherri Garrard to come out of the Closed Meeting and return to regular meeting and seconded by Commissioner Cathia Stewart.**
- ✚ **Results of Closed Meeting:** Sharon will ask for an insurance liability form from town contractors.

**COUNCIL MEMBERS REPORTS:** Shirley Wilson, Town Clerk: **N/A**

**CLOSE OF MEETING:** Mayor Patricia Williams asked for a motion to adjourn the meeting. **Commissioner John Wallace** motioned to adjourn the meeting and seconded by **Commissioner Valerie Sottile.** All members were in favor. **Time: 9:58 p.m.**

**Next Meeting March 14, 2023**

**Minutes humbly submitted by: Shirley Wilson**

**Closed Meeting on March 14, 2023, NCGS 143-318.11(6) To consider the performance of an individual employee.**

**Time: 8:43**

**Mayor Patricia Williams:** explained the situation where an employee showed favoritism to a customer which resulted in non-payment for reconnect fee. This same employee cut a person back on when reconnect payment had not been paid. After contacting the employee and researching what had transpired, the employee stated the water was accidentally cut back on. The employee stated there was a lot of confusion during the water cut-on.

This was not the first incident of showing favoritism. The customer had been turned back on with no payment or reconnect fee paid and no instruction from Sharon Williams or Shirley Wilson. Sharon Williams is designated as the person who notifies the town employee to cut-on water or cut-off water due to lack of payment. (Discussion) Discussed several options: Independent contractor, advertise and interview for the job as a town employee or independent contractor. Sharon Williams will be asked to search for a copy of an insurance policy from the Milton independent contractors.